Appendix A - Glossary

Academic Calendar

Academic calendar is the academic term of the amount of academic work completed by students at a school.

1   Credit Hours – Nonstandard terms
2   Credit Hours – Standard terms of quarters
3   Credit Hours – Standard terms of semesters
4   Credit Hours – Standard terms of trimesters
5   Clock Hours
6   Credit Hours – Without terms

Administrative Cost Allowance (ACA)

This is money paid to schools to offset some of the cost of delivering financial aid to students.

For the Federal Pell Grant Program, the amount is $5 for each student at the school who receives a Federal Pell Grant.

This amount is based on the number of Pell recipients reported by the school, including students who withdrew from the school or were transferred, even if all Federal Pell Grant funds were recovered.

Administrative Relief Request

This is a school's request to ED or the contractor to grant relief to a school unable to meet the September 30 deadline, due to:

- An event, such as a natural disaster
- A processing error

Advance Funding Method

Under the Advance Funding Method, a school receives an initial authorization amount from which it may draw down funds from the Grants Administration Payment System (GAPS).

RFMS adjusts the school's initial authorization amount during the award year based on the receipt and acceptance of disbursement records transmitted by the school.

American Standard Code for Information Interchange (ASCII)

~~This is the acronym for the American Standard Code for Information Interchange. This format is useful when importing files between programs.~~

This is one of the standard formats for representing characters and text files. This is the format that Text messages are sent in RFMS. The message class used in RFMS is PGTX.

Attended Campus

This is the campus attended by the student as noted by the Pell ID.

If the school is a branch campus with a unique Pell ID, the branch campus Pell ID is used *to identify that location on individual payment records.* If the school is a branch campus without a unique Pell ID, the Pell ID of the eligible location is used as the attended campus Pell ID. ~~central campus is used.~~

Award Year

The twelve month period beginning July 1st and ending June 30th of the following year for which funding has been authorized for the Federal Pell Grant Program. The award year begins on July 1 of one year and extends to June 30 of the next year. Funding for Federal Pell Grants and campus-based programs is provided on the basis of the award year.

Award Year Cycle

The standard period during which a school can submit origination and disbursement records and expect to draw down funds for accepted Pell eligible students processed by RFMS.

The cycle begins July 1st and ends September 30th of the following year. As an example, for 2001-2002, the award year cycle is from July 1, 2001 to September 30, 2002. See the annual Federal Register Pell Deadline Date Notice for further information concerning Postdeadline Processing beyond the normal award year cycle.

Batch

~~A group of records gathered in one file for processing.~~
Users submit groups of records in a file called a batch. A batch in RFMS consists of a Grant Batch Header Record, one or more detail records, and a Grant Batch Trailer Record. Each batch can have only one type of record. Origination and disbursement records may be sent at the same time but they must each be sent in a separate batch with a separate Grant Batch header and Grant Batch trailer separating them.

Batch Acknowledgement Date

This is the date on which RFMS sends the processed batch acknowledgement back to the school or servicer through TIV WAN.

Batch ID Number
Each batch sent to RFMS must have the same unique batch ID number in the Grant Batch Header and Trailer. The format for the Batch Number is as follows: XXCCYY999999CCYYMMDDHHMMSS

XX	*Batch Type (alpha)*
CCYY	*Last Year in Reporting Cycle*
999999	*Reporting Pell Institution Number*
CCYYMMDD	*Date Batch Created*
HHMMSS	*Time Batch Created*

Batches that do not have unique batch numbers or that have different batch numbers in the Grant Batch Header and Grant Batch Trailer are rejected by RFMS.

~~Batch Number~~

~~Schools and servicers assign their own batch numbers when they submit origination and disbursement batches. They must assign batch numbers in the format the U.S. Department of Education (ED) prescribes in the RFMS Grant Batch Header Record positions 15-40.~~

~~Format: XXCCYY999999CCYYMMDDHHMMSS~~

~~XX~~	~~Batch Type Code (alpha)~~
~~CCYY~~	~~Last Year in Cycle~~
~~999999~~	~~Reporting Pell Institution Number~~
~~CCYYMMDD~~	~~Date Batch Created~~
~~HHMMSS~~	~~Time Batch Created~~

Batch Processing Date

This is the date on which the Federal Pell Grant Program completes processing the origination or disbursement data batch.

Batch Received Date

This is the date on which RFMS received the batch for processing.

Batch Type Codes

Each RFMS Batch number has a Batch Type Code which identifies the type of batch. The Batch types are as follows:

#A	*Statement of Account*
#C	*Reconciliation*
#D	*Disbursements*
#G	*System Generated*
#I	*Institution Data*
#M	*Multiple Reporting Record*
#O	*Originations*
#P	*Origination Acknowledgement from the WEB*
#R	*Data Request*
#T	*ASCII Text*
#W	*Disbursement Acknowledgement from the WEB*
#Y	*Year to Date*

Batch Regeneration

Batch regeneration is a function of the origination and disbursement software that allows the Student Aid Internet Gateway (SAIG, formerly Title IV WAN) to replace a batch previously generated.

Batch Sequence Number

This is a unique, four-digit, system-generated batch number (formerly called internal batch number) that is linked to each student origination and disbursement record batch generated by a school. It is used for tracking and audit trail purposes.

Case Management and Oversight (CMO)

This is the U.S. Department of Education office responsible for overseeing school eligibility. Regional representatives work with schools on reimbursement and cash monitoring.

There are 10 Case Management Teams that include staff located in Washington, DC and ten field offices. These teams:

- *Perform on-site reviews and analysis of reports on schools and their agents*
- *Review and approve institutional applications for initial or renewal SFA certification*
- *Process and maintain schools Program Participation Agreements and eligibility notices*
- *Recommend reimbursement method of funding*
- *Maintain institutional and student data in Schools Channel databases (PEPS); for example, address changes, etc.*
- *Review institutional compliance audits and financial statements*
- *Work with both domestic and foreign institutions*

Central Processing System (CPS)

This is the ED system that processes student financial aid applications (FAFSA), calculates the Expected Family Contribution (EFC) for each applicant, prints the Student Aid Report (SAR), and transmits ISIR data electronically.

Clock Hour Programs (or Credit Hour Programs without Terms)

This identifies academic programs in which duration is measured by clock hours or by credit hours completed with no terms.

Cost of Attendance (COA)

Cost of Attendance is used to determine the student's scheduled Pell Grant award and is always based on the cost for a full-time student for an entire academic year. It must be greater than 0000.

These costs can consist of:

- Tuition and fees
- Allowances for room and board
- Allowance for books, supplies, transportation, and miscellaneous personal expenses
- Allowances established by the school for dependent care, disability-related expenses, study abroad, and employment expenses related to cooperative education programs
- Special exceptions to which cost components apply, including less than half-time students, correspondence study students, incarcerated students, and students receiving instruction by telecommunications
- Cost of computer allowance

Current Social Security Number

This is the Social Security Number (SSN) reported by the student on the Free Application for Federal Student Aid (FAFSA) for the given transaction number.

~~Database~~

~~This is information entered in the computer and stored in various files.~~

Data Request

This record is used to request information from RFMS. Schools can request an Electronic Statement of Account (ESOA), a Year-to-Date (YTD) file, a Multiple Reporting Record (MRR), or a Reconciliation file.

Date Enrolled This Award Year

This is the date the student first enrolled (for example, the first day the student attended classes) in an eligible program for the applicable award year. If the student enrolled in a crossover payment period before the first day of the award year (July 1), report the actual date enrolled, even though that date occurs before the start of the award year.

Dear Partner Letter

This is a means of communicating all policy or major programmatic information on federal student financial aid issues from ED to the postsecondary financial aid community.

Dear Partner Letters are posted on the IFAP Web site, www.ifap.ed.gov.

Deobligation

RFMS runs a program late in the award year called the deobligation. This program reduces a school's authorization to the amount of accepted disbursements the school has submitted.

Destination Point

In Electronic Data Exchange (EDE), this is the receiver and transmitter of Title IV applicant and/or Pell Grant payment data with the Student Aid Internet Gateway (SAIG, formerly known as Title IV WAN). It may be a postsecondary school servicing one or more schools or a service agent servicing multiple schools.

Detail Record

A batch in RFMS consists of a Grant Batch Header Record, one or more detail records, and a Grant Batch Trailer Record. A detail record can be an individual student origination or disbursement record, or an individual data request or institution data record. See the record layouts for each type of detail records for more information.

Disbursement Record

This is an Electronic Data Exchange (EDE) record that contains regular disbursement information.

Disbursement Record Acknowledgement

This is the RFMS reply to a school's submission of student disbursement data that has been processed through the Federal Pell Grant Program. It is returned to the school with updated information that reflect the results of Federal Pell Grant Program processing.

Disbursement Reference Number

This is a unique number 01 to 90 that is on each disbursement. It cannot be repeated.

Downside Adjustment

This is the amount of money that a school returns for their Federal Pell Grant Program recipients during the award year. This return should occur no later than 30 days from when the student's award changed.

DUNS (Data Universal Numbering Scheme) Number

*Data Universal Numbering Scheme (DUNS) **number assigned to the reporting institution.***

Edit/Comment Codes

These are a series of numeric codes that explain processing results, including data corrections, *duplicates,* and record rejects, for specific processed origination and disbursement records for a Federal Pell Grant recipient.

~~Electronic Applications (EAPS)~~

~~This is a function on the main menu of the EDExpress for Windows Pell Payment module that enables users of EDE to input ISIRs without using EDExpress for Windows.~~

Electronic Data Exchange (EDE)

This process allows participating destination points to exchange federal student aid application and Federal Pell Grant payment data electronically with the Student Aid Internet Gateway (SAIG, formerly Title IV WAN).

Eligibility Used

Eligibility Used *percentage field is calculated by summing all of the accepted disbursement records for this student at this attended institution and dividing that amount by the Scheduled Federal Pell Grant Award at the attended institution.* ~~displays the percent of a student's eligibility that was used by other campuses.~~

Eligible Applicant(s)

An eligible applicant is a student who has submitted a Free Application for Federal Student Aid (FAFSA) and meets the eligibility requirements for a Federal Pell Grant.

The student must be currently enrolled or be a prospective student at a postsecondary school which is accredited to participate in Student Financial Aid programs.

~~Electronic Pell Origination and Disbursement Data~~

~~This is the electronic equivalent of the student origination or disbursement record enabling schools to report Federal Pell Grant origination and disbursement data to ED (RFMS).~~

~~Electronic Pell Origination and Disbursement Acknowledgment Data~~

~~This is the electronic origination or disbursement acknowledgment record returned to the school from ED (RFMS) containing updated student origination or disbursement information.~~

Electronic Statement of Account (ESOA)

This is the electronic version of the Statement of Account (SOA) that summarizes the status of a school's spending authorization versus amount expended to date for that award year.

Enrollment Status

Enrollment Status is used only for standard academic term schools. It includes the student's expected enrollment status for the entire award year. If the student's enrollment status is mixed, then the enrollment status "5" (Other) is used.

Input values are:

1	Full-time
2	Three quarter-time
3	Half-time
4	Less than half-time
5	Other

Estimated Disbursement Dates

This field position in the student origination record contains 15 dates for which a disbursement to a student is estimated to be made. Each student must have at least one estimated date of disbursement.

> (Valid Values = CCYYMMDD)
>
> Range = N days prior to Disbursement Start Date (20010701) to Disbursement End Date (20070930)

Expected Family Contribution (EFC)

~~The EFC number is used for all Title IV programs and it is calculated by CPS.~~

When you apply for federal student aid, the information you report is used in a formula established by the U.S. Congress. The formula determines your Expected Family Contribution (EFC), an amount you and your family are expected to contribute toward your education (although this amount may not exactly match the amount you and your family end up contributing). If your EFC is below a certain amount, you'll be eligible for a Federal Pell Grant, assuming you meet all other eligibility requirements.

Federal Pell Grant Payment Schedule

Schedule of Federal Pell Grant Awards. Schedule is based on the EFC, the enrollment status, and the school COA. The schedule is usually posted in January on the IFAP Web site, www.ifap.ed.gov, for the upcoming award year.

Federal Pell Grant Program

This is a type of federal financial aid awarded to qualified student applicants. ~~It is named after former U.S. Senator Claiborne Pell of Rhode Island.~~ . *A Federal Pell Grant, unlike a loan, does not have to be repaid. Generally, Pell Grants are awarded only to undergraduate students who have not earned a bachelor's or professional degree. (A professional degree is usually earned after earning a bachelor's degree in a field such as medicine, law, or dentistry.) In some cases, you may receive a Pell Grant for attending a postbaccalaureate teacher certificate program. For many students, Pell Grants provide a foundation of financial aid to which other aid may be added.*

Federal Pell Grant Web site

~~The Federal Pell Grant Web site, www.pellgrantsonline.ed.gov, improves school access to RFMS. Schools use this Web site to verify batch statuses, submit data requests, check account balances, or enter institution data records via the Internet. In addition, schools can enter post-deadline data records. This Web site is available 24 hours a day, 7 days a week.~~

The Federal Pell Grant Web site improves school access to RFMS. Schools or Servicers use this Web site to verify batch statuses, submit data requests, check account balances, or enter institution data records via the Internet. In addition, schools can enter post-deadline data records.

Financial Control

Financial control is a code indicating the source of financial control for a school.

Use the code that best describes your school:

1	Public
2	Private, nonprofit
3	Proprietary
Blank	No change

Financial Management System Software (FMSS)

FMSS is a system within EDCAPS (ED Central Applications Processing Systems) that posts obligations received from GAPS to the general ledger and processes receivables.

Free Application for Federal Student Aid (FAFSA)

This is the application that must be filed by an applicant to apply for any student financial aid distributed by the federal government.

GAPS Award Number

This identifies a specific school year and grantee within GAPS for the processing of obligations and payments. It consists of:

- *Program Office code, which identifies the ED Program Office making the award.*
- *Catalog of Federal Domestic Assistance code (CFDA) code, which identifies the specific program making the award.*
- *CFDA subpart, which identifies a particular type of award account.*
- *Year which identifies the school year of the award; for example, either the beginning or ending year of the school year pair.*
- *Sequence number, which uniquely identifies the school that receives the award.*

Generate

Generate refers to creating a batch of student origination and disbursement records to submit to the Federal Pell Grant Program.

Grants Administration and Payment System (GAPS)

This is the system used by EDCAPS for grants administration and payment.

Grant Batch Header Record

This record is part of the origination record and reports the school's identifying code numbers, output media, and processing dates.
A batch of data records sent to RFMS is made up of a Grant Batch Header record, detail records, and a Grant Batch Trailer record. The Grant Batch Header record is at the top of the file, and it includes a header identifier-GRANT HDR, the data record length, a unique batch ID number, the OPE-ID number, and Software Provider ID.

Grant Batch Trailer Record

~~This record is part of the origination record and reports the number of student records included in the transmission, the amount paid to date on the transmission, and the total disbursements to date for all Federal Pell Grant recipients at the school.~~

A batch of data records sent to RFMS is made up of a Grant Batch Header record, detail records, and a Grant Batch Trailer record. The Grant Batch Trailer record is at the bottom of the file, and it includes a trailer identifier-GRANT TLR, the data record length, a unique batch ID number (the same number as in the Grant Batch Header Record), the number of Records, the reported total of the batch, and the Total Sign Indicator (positive 'P' or negative 'N').

Grants Administration and Payment System (GAPS)

GAPS is the system used by ED's Office of Chief Financial Officer to process school-specific obligations and to make payments against those obligations. GAPS is part of EDCAPS and interfaces directly with U.S. Treasury's Federal Reserve System.

Hours/Credits in Academic Year

This is the number of program hours in a program's year.

It is completed only by programs using clock hour or non-standard term credit hour academic calendars.

If the student attends a term-based program measured in credit hours (including standard academic term programs with less than 30 weeks of instructional time), enter the number of weeks of instructional time in the school's definition of academic year.

Incarcerated

This code indicates the student's incarceration status for those students who are in local (not state or federal) penitentiaries and who are otherwise eligible to receive Federal Pell Grants.

Institution Cross Reference ~~ID~~ *Field*

This is an optional field that can be entered into the student payment record as an optional identification field (for example, it may be a school-assigned student ID or different SSN).

Institutional Data Record

This record is sent to RFMS by schools to change information concerning the school. This information includes the financial aid administrator's (FAA) name, telephone number, school address, and defining characteristics such as length of program, institution type, and financial control.

Institutional Financial Aid Professionals (IFAP) Web Site

This ~~ED Web site~~ *SFA Web site* (www.ifap.ed.gov) provides information to financial aid professionals in the areas of Title IV federal programs, publications, regulations, and correspondence regarding administration of Title IV federal programs. This Web site also maintains Action Letters, Dear Partner Letters, Electronic Announcements (P-Messages), Federal Registers, and SFA Handbooks issued by ED.

Institutional Student Information Record (ISIR)

This is the electronic version of the Student Aid Report (SAR) that indicates eligibility for the Federal Pell Grant Program.

The ISIR contains the family's financial and other information reported on the Free Application for Federal Student Aid (FAFSA), as well as key processing results and NSLDS (National Student Loan Data System) Financial Aid History information.

It is transmitted electronically to postsecondary schools and state educational agencies.

Institution Type

Code that best describes the type of institution.

 1 = Less than 1 year
 2 = 1 year, less than 2 years
 3 = 2 years, less than 3 years
 4 = 3 years, less than 4 years
 5 = 4 years (baccalaureate)
 6 = 5 years or more
Otherwise, leave blank.

Just-In-Time (JIT) Method

In the Just-In-Time payment method, a school does not receive an initial authorization. The accepted disbursement records report disbursement amounts and function as the school's request for funds that are provided immediately to the school.

As a result of this systemic improvement, schools using the JIT payment method are relieved of several cash management regulatory requirements.

~~Last Updated~~

~~Last Updated displays the user ID, date, and time the information currently displayed on the EDExpress screen was previously edited.~~

Multiple Reporting Record (MRR)

The Multiple Report Record (MRR) identifies originations and/or disbursements being reported by more than one institution for the same student. The MRRs are designed to provide institutions with information to identify and resolve potential overaward payments and concurrent enrollments before they occur. Institutions may request records identifying the institutions which have originated or disbursed for specific recipients, specific institutions, or for all students originated at their school. This request can be done electronically through the RFMS Internet Web site or by phone to Customer Service (1-800-4-PGRANT). Disbursement records being reported by more than one school for the same student are automatically sent to each applicable institution for resolution.

Name Code

Name Code is the first two characters of the student's last name as reported on the FAFSA and part of the Student ID. It is provided in the ISIR and appears on the SAR.

National Student Loan Data System **(NSLDS)**

As a Title IV automated system, the National Student Loan Data System, or NSLDS, is a national database of information about loans and other financial aid awarded to students under Title IV of the Higher Education Act of 1965.

This system prescreens applications for Title IV aid, supports program administrative research functions, and improves Title IV aid delivery through automation and standardization.

Negative Disbursement

When a disbursement record is submitted to RFMS, one of the required elements is the Debit/Credit indicator. This indicates when the disbursement amount is an increase or a decrease to the total amount that has been disbursed to the student. A debit or decrease amount is a negative disbursement.

OPE (Office of Postsecondary Education) ID

Unique 8-digit OPE code used to identify a location of an institution. This code will end with 00 for the main campus.

Original SSN

This is the Social Security Number (SSN) as originally reported by the student on the FAFSA.

The student's Current Social Security Number is not the same as the Original Social Security Number (used in the Student ID to submit origination or disbursement data) if the student has submitted SSN changes to the Federal Student Aid Application Processing System.

Note: Always use the Original SSN when entering student data.

~~Origination Record Acknowledgement~~

~~This is an RFMS reply to a school's submission of student origination data that has been processed through the Federal Pell Grant Program. It is returned to the school with updated information that reflects the results of Federal Pell Grant Program processing.~~

Origination ID

Each student has a unique number called an Origination ID that identifies the student, the award year, and the attending campus for the student. The Origination ID is on the origination record as well as the disbursement record. The format of the Origination ID is as follows: 999999999XX200299999900

SSN – 999999999	*001010001-999999999*
Name Code – XX	*Two letter alpha code*
Year Indicator – 2002	*Last Year of the Award Year Cycle*
Valid Attended Pell ID	*999999*
Orig Sequence Number – 00	*This is always 00*

If the student transfers mid-year and is attending a new school, he or she will have a new Origination ID that identifies the new attending campus.

Origination Record

~~This record establishes a student's eligibility and amount of annual Pell Grant Award in RFMS.~~

Origination records are prepared and submitted by schools to RFMS using the EDExpress software or the school's own software.

Origination record data is received and edited by RFMS to ensure that the student is eligible to receive the reported amount of Federal Pell Grant funds and to establish the student account in the RFMS.

Origination Record Acknowledgement

This is an RFMS reply to a school's submission of student origination data that has been processed through the Federal Pell Grant Program. It is returned to the school with updated information that reflects the results of Federal Pell Grant Program processing.

Origination Sequence Number

The Sequence number is part of the Origination ID number. It follows the Pell ID number and is always 00.

Over-Paid Record

In RFMS, a student is 'over-paid' when the Origination Award amount is less than the amount already disbursed to the student. This occurs when an Origination record is updated to a lower award amount after the student has been disbursed. The Edit/Comment warning message 323 is sent and the updated origination is processed notifying the school of the error.

When the award amount is lowered to an amount lower than the amount already disbursed, a negative disbursement record should also be sent to RFMS. If no negative disbursement is received by RFMS in 30 days, a system-generated negative disbursement will be created by RFMS and sent to the school. This negative disbursement will be sent in the PGDA message class but the batch identifier will be #G to identify it as a system-generated negative disbursement. Also, the individual detail records in the disbursement batch will have a disbursement reference number of 91 to 99.

Original Social Security Number

This is the Social Security Number (SSN) as originally reported by the student on the FAFSA.

The student's Current Social Security Number is not the same as the Original Social Security Number (used in the Student ID to submit origination or disbursement data) if the student has submitted SSN changes to the Federal Student Aid Application Processing System.

Note: Always use the Original SSN when entering student data.

P-Messages

P-messages are a type of ad hoc correspondence that are sent via e-mail, SAIG message, listserv, or posted on the IFAP Web site, to every eligible school in the Federal Pell Grant Program to communicate an announcement or problem when over 50 schools are affected.

Payment Methodology (PM)

This is the method of calculation used to determine a student's payment in the Federal Pell Grant Program.

The five payment methods are:

1	Standard-term, credit-hour program where weeks in program's academic year are equal to or greater than 30 weeks
2	Standard-term, credit-hour program in which the weeks in program's academic year are less than 30
3	Any credit-hour program with standard or nonstandard terms
4	Clock-hour programs and credit-hour programs without terms
5	Programs offered by correspondence

~~Pell Award Cycle~~

~~This is the academic year for the Federal Pell Grant Program, beginning July 1 and ending September 30 of the following year.~~

~~For example, for 2001-2002, the award year is from July 1, 2001 to September 30, 2002.~~

~~However, the deadline for reporting student payment data is September 30 following the end of the award year.~~

~~Funding for the Federal Pell Grant Program is provided on the basis of the award year; thus, a student is paid out of funds designated for a particular award year, such as the 2000-2001 award year or the 2001-2002 award year.~~

Pell ID of Attended Campus

This is the Pell Institution Number of the campus where the student is actually attending.

If your school is a central campus and your branch campuses have unique Pell Institution Numbers, always enter the Pell Institution Number of the campus the student is actually attending.

Pell Institution Number

This is a six-digit number assigned to a postsecondary educational school that's eligible to participate in the Federal Pell Grant Program.

Postsecondary Education Participants System (PEPS)

PEPS is the system that provides the Recipient Financial Management System (RFMS) with school eligibility information.

Potential Overaward Project (POP)

Federal Pell Grant regulations allow a student to receive a maximum of one full Scheduled Pell Grant (SPG) during an award year.

The Federal Pell Grant Recipient Financial Management System (RFMS) is programmed to calculate the percentage of SPG used each time a school reports a recipient's award.

Any amount exceeding 100 percent of a full SPG represents an overaward and is disallowed.

Processed ~~Disbursement~~ Acknowledgement Record

These are student origination and disbursement data records submitted and processed through the Federal Pell Grant Program.

Origination and disbursement acknowledgement data batches are returned to the school and imported into the software's database.

Processing Date

This is the date that the origination or disbursement record was processed through the Federal Pell Grant Program.

This appears on the acknowledgement record in century/year/month/day (CCYYMMDD) format where:

CC	Century
YY	Year
MM	Month
DD	Day

Recipient Financial Management System (RFMS)

~~This is the system through which schools report Pell disbursements to ED.~~ RFMS is the processing system that institutions use to report Federal Pell Grant student payment data and request funding adjustments. RFMS has improved and modernized the Federal Pell Grant Program. It uses origination and disbursement records. RFMS moves the Department towards implementing common processes and records for Federal Title IV program funding to students and institutions in accordance with SFA's Modernization Blueprint.

Reconciliation File Record

This is a ~~A~~ new data request type record for 2001-2002 *that is included in the RFMS record. layouts.* ~~added to the RFMS record layouts. This request can be for an individual student's data or for an entire school. It provides one record of data for each student.~~

The file can be requested for an individual student and it includes the Student's Name, Origination ID, Scheduled Award Amount, School's Award Amount, and Amount Disbursed YTD or it can be requested for a school's entire Pell population.

Note: For 1999-2000 and 2000-2001, the Reconciliation Tool is a text file used by some schools to reconcile their records. This file can be requested by any users; however, it is usually requested by schools using a third-party or home-grown software or mainframe.

Record Status Code

This is a code that indicates the processing results for RFMS origination and disbursement records. The status code values are:

A	Accepted
C	Corrected
D	Duplicate
E	Rejected

Reported Date Enrolled

This is the first date the student was enrolled, as reported by the school. (See also Date Enrolled This Award Year.)

Reporting Campus

This is the Pell Institution Number of the campus that receives the Federal Pell Grant authorization ~~for the schools.~~ *and submits origination and disbursement records for itself and any branch campuses which it may have.*

~~For a school system that has a central campus and branch campuses that have unique Pell Institution Number, the Reporting Campus is the central campus.~~

This item is entered under the Institution option from the Setup menu.

Scheduled Pell Grant

A primary concept in the Federal Pell Grant Program is the Scheduled Pell Grant or Scheduled Award. The Student Financial Aid Handbook uses the term "Scheduled Award." The concept of the Scheduled Pell Grant has always been important because it limits the student to a maximum payment for an award year. It assumes that the student is enrolled full time for a full academic year and the calculated amount is based upon a given Cost of Attendance and Expected Family Contribution. If a student does not complete an academic year, in both weeks of instructional time and hours, he or she will receive less than a full Scheduled Pell Grant.

The student's Scheduled Pell Grant cannot be exceeded, even if transferring to another school or if attending multiple terms and sessions during the award year. For example, the total Federal Pell Awards for a full time student attending Fall Term, Spring Term and a Summer session cannot exceed the Scheduled Award.

Secondary EFC *(Expected Family Contribution)*

This is a code indicating the Expected Family Contribution (EFC) on which the school based the student's Federal Pell Grant award.

The acceptable values are:

O   Federal Pell Grant award previously based on the Secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC.

S   Federal Pell Grant award based on the Secondary EFC is calculated by the CPS.

Blank   Secondary EFC never used.

~~Statement of Account (SOA)~~

~~This report is mailed to a school participating in the Federal Pell Grant Program that summarizes the status of the school's spending authorization versus the amount expended to date for that award year.~~

Student Aid Internet Gateway (SAIG)

The SAIG (formerly TIVWAN) is the primary vehicle that transports data between RFMS and schools via the Internet. It also provides RFMS with participation data. This data assists RFMS in determining which schools are eligible to send data electronically. By enrolling in SAIG, schools will be able to exchange information electronically with ED.

Student Aid Report (SAR)

~~This is the federal document printed by a FAFSA processor and mailed to the student.~~

~~The SAR contains the family's financial and other information as reported by the student on the financial aid application.~~

~~The student's eligibility for aid is indicated by the EFC printed on the front of the SAR.~~

After the student's application is received by the processing system, the processor will produce a Student Aid Report (SAR). The SAR will report the information from the student's application and, if there are no questions or problems with the application, the SAR will report the Expected Family Contribution (EFC), the number used in determining the eligibility for federal student aid. The EFC will appear in the upper right-hand portion of the student's SAR. The results will be sent to the student and to the schools that he or she listed on the application.

Student Aid Report Identification (SAR ID)

This ID consists of the student's:

- Original Social Security Number (SSN)
- First two letters of the student's last name (name code)
- Transaction number
- *Students Attending Multiple Branch Campuses*

RFMS accepts one origination record per reporting campus/attended campus combination.

If the school system has branch campuses with unique Pell Institution Numbers and students attend more than one campus during the award year, origination records must be established in RFMS for each attended campus a student attends.

When making disbursements to students who attend more than one campus during the award year, you must ensure that the total disbursements to the students do not exceed the scheduled Pell award for the award year.

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System Generated Negative Disbursement

A system-generated negative disbursement is created by RFMS on overpaid records. This is a negative disbursement that is sent in the PGDA message class but the batch identifier is #G to identify it as a system-generated negative disbursement, and the individual detail records in the disbursement batch have a disbursement reference number of 91 to 99.

Term and Nonterm Programs not using Formula 1

This identifies academic programs that use a payment methodology of 2-6, but not formula 1.

Total Eligibility Used (%)

The Total Eligibility Used percentage is the sum of all of the Eligibility Used percentage amounts at all campuses attended by this student for the particular award year. The valid value is less than or equal to 100% of a student's Scheduled Federal Pell Grant Award Amount.

~~Total Payment Ceiling (TPC)~~

~~This displays the maximum available award for a student.~~

Transaction Number

This is a two-digit number that identifies a specific SAR or ISIR transaction for the applicant and for processing control purposes.

~~It is the third part of the Student ID assigned by CPS.~~

~~Transfer Data~~

~~Schools can request information about Pell Grant disbursements made by other schools for students whose origination acknowledgement records were received from RFMS.~~

~~In response, RFMS sends Multiple Reporting Records (MRRs) that contain transfer data and that can be used to import the data into your recipient database.~~

~~Types of Eligible Schools~~

~~This is a code describing the length of the majority of programs at the school.~~

~~School type changes are reported to RFMS in the Institution Data Record. It corresponds to Item 4 on the Institutional Payment Record (IPR).~~

Uploading

Uploading is the process of transmitting data to a mainframe computer from a:

- Personal computer
- Minicomputer
- Floppy diskette

Verification Status Code

This is a code that you enter to best describe the method used to verify the student's application information.

The Verification Guide gives a complete description of the verification process.

The Verification Status Codes are:

A	Accurate Data
C	Calculated
N	Not Selected
R	Reprocessed
S	Selected, Not Verified
T	Tolerance Applied
W	Without Documentation

Note**:** The verification code cannot be an "R" for students with transaction 01.

Weeks in Academic Year

This is the number of weeks of instruction in the program's academic year.

Weeks Used to Calculate Payment

This is the total number of weeks of instructional time you use to calculate this student's award.

Year-to-Date (YTD) Data

This is the total year-to-date originations and disbursements that are accepted by the Federal Pell Grant Program for a school for an award year.

Year-to-Date (YTD) Disbursed Amount

Total amount that has been reported by the school and acknowledged by RFMS as being disbursed to the student for the year.